



# INDIVIDUAL RESIDENT PARKING Information Sheet

P.O. Box 1900  
Reno, NV 89505

Individual resident parking (IRP) is a tool to be used in limited situations to temporarily dedicate an on-street parking space, adjacent to a single family residential home, for the use of the current resident of the adjacent single family home.

An individual, meeting the criteria listed below, may apply through the Public Works Department to be granted an IRP space.

If the request is granted, the applicant shall pay the cost of signing the area in the amount in accordance with the set list of fees approved by the City Council and kept on file in the office of the City Clerk. The fee shall cover the signage for one year or until such time as sign replacement is necessary. If the sign requires replacement, the cost shall be borne by the applicant.

If the sign is removed by the City within one year of the fee being paid a financial reimbursement will be paid by the City to the applicant on a prorated basis. If the sign is removed beyond one year of the fee being paid no reimbursement shall be paid to the applicant by the City.

Granting of an IRP space will only be considered when:

1. The residence is a single family home as identified with the Washoe County Assessor's Office; and
2. There is an on-street parking space located adjacent to the residence where the applicant resides; and
3. The applicant is disabled, has been issued a parking permit or license plate by the Nevada State Department of Motor Vehicles and Public Safety pursuant to NRS 482.384 and 482.377, and any qualified off-street parking spaces cannot be accessed by the applicant; or
4. The applicant is a senior citizen as defined by the State of Nevada in NRS 439.650

Denial of an IRP space may occur when:

1. The associated residence is not used as a single family residence; or
2. The adjacent street has controlled access or controlled parking; or
3. The area is located within a residential permit parking district as identified in RMC 6.07.020 (Designation of area and restrictions); or

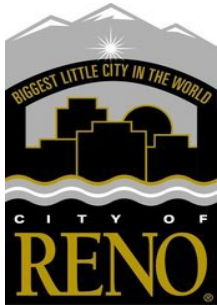
4. At least one on-site parking space exists either in a garage or outside, on the associated residential site; or
5. When previous off-street parking spaces have been removed, which includes but is not limited to garage conversions and building additions.

The Public Works Department may review, at its option, all IRP designations for compliance with the criteria of this section. Should the Public Works Department determine that the sign should be removed, notice to the resident will be provided 30 days prior to removal.

The Public Works Department may remove any IRP space sign for the following reasons:

1. The applicant no longer resides at the associated residence; or
2. The residence is no longer used as a single family residence; or
3. The public works department determines that continued use of the IRP space is unsafe;
4. The street classification or use has changed which no longer supports the use of an IRP space;
5. If an applicant has been issued an IRP under subsection (f)(3), and the applicant no longer possesses a parking permit or license plate by the Nevada State Department of Motor Vehicles and Public Safety pursuant to NRS 482.384 and 482.377.

*Ordinance No. 6580 was passed by the City Council on October 14, 2020. If you have any questions, please call Traffic Engineering at (775) 334-2548.*



# INDIVIDUAL RESIDENT PARKING APPLICATION

FILL OUT AND MAIL TO:  
Traffic Engineering  
City of Reno  
P.O. Box 1900  
Reno, NV 89505

OR BRING TO:  
1 East 1st Street  
8th Floor  
Reno, NV 89501  
Fax: (775) 334-1226

Applicant Name \_\_\_\_\_

Address of requested parking space \_\_\_\_\_  
Street City/State Zip

Mailing address \_\_\_\_\_  
Street City/State Zip

Telephone Number (day) \_\_\_\_\_ (evening) \_\_\_\_\_

Do you reside at the above physical address?  Yes  No

How many parking spaces do you have OFF the public street? \_\_\_\_ (garage, driveway, etc.)

Are you 62 years of age or older?  Yes  No

Are you disabled?  
 Yes  No (Handicapped license or permit # \_\_\_\_\_ )

Please describe your parking problem so we will know what to look for: \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DO NOT SEND money with this application. If your application is approved, you will receive further information about the cost and how to get your permit. The review process could take up to 30 days. If you have any questions, please call Traffic Engineering at 334-2548.